BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 173 NOVEMBER 5, 2014 – WORK SESSIONS

Public Works Summary Minutes

Work Session was held between the County Commissioners and Public Works on Wednesday, November 5, 2014, at 9:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Jill Johnson, Chair Staff: Pam Dill

Helen Price Johnson, Member - via Telephone

Aubrey Vaughan, Member

Staff Present: Bill Oakes, Director

Others Present: Elaine Marlow, Budget Director

Record @ 00:05

Roads

Subject/Description: 2015 Fuel Prices

Attachment: Memorandum dated 11/5/14 from Bill Oakes, to BOCC

Information:

Follow Up: Postponed to 11/12/14 work session.

Subject/Description: Beverly Beach Golf Cart Zone Ordinance

Attachment: draft ordinance

Action Requested: Bill Oakes briefed the Board on the changes to new Chapter 10.07 suggested by the Prosecuting Attorney.

Commissioner Vaughn suggested adding language to 10.07.090B to indicate that a significant personal injury could trigger dissolution by the Board.

Follow Up: Okay with a majority of the Board to schedule public hearings on November 24, 2014 @ 6:00 p.m. establishing new Island County Code Chapter 10.07, Golf Cart Zones and designating Beverly Beach Golf Cart Zone, amending ICC Section 10.07.100.

Subject/Description: Comprehensive Plan Transportation Element update - Contract extension

Attachment: Memo dated 10/20/14 from Doug Cox, Transportation Planner, to BOCC

Action Requested: Supplemental Agreement No. 1 – Transpo Group; Island County

Transportation Element update; Time extension to June 30, 2015

Follow Up: Okay with full Board to move forward to a Monday agenda.

Add-on

Subject/Description: Boon Road Design Contract Extension

Attachment: none

Action Requested: Boon Road; Time extension to December 2015 **Follow Up**: Okay with full Board to move forward to a Monday agenda.

Add-on

Subject/Description: Parks

BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 174 NOVEMBER 5, 2014 – WORK SESSIONS

Attachment: none

Information: Parks will be expending \$1500.00 for mulch for the Coupeville campus planters.

Add-On

Subject/Description: Travel

Attachment: none

Action Requested: Approval for Bill Oakes to attend County Leaders Conference in Spokane,

Tuesday November 18 – Friday, November 21.

Follow up: Okay with full Board.

Public Works

Subject/Description: Budgeted Positions for 2015

Attachment: Memorandum

Action Requested: Approval to start hiring process prior to beginning of 2015.

GIS Coordinator/Administrator

- Engineering Tech
- Solid Waste Technician
- Surface Water Engineer

Follow Up: Okay with full Board.

Parks

Subject/Description: Proposed Sale of Parks/Public Works Property

Attachment: Memorandum dated 10/23/14 from Public Works/Parks to BOCC

Action Requested: Approval of surplus and sale of a .51-1.0 acre parcel owned by Public Works to the adjacent landowner Steve Anderson in order to guarantee access to his home. Assessed value \$5000.00.

Follow Up: Okay with full Board to move process forward.

Subject/Description: Removal of Dead and Dying Trees at the Clinton Library/Dan Porter Park

Attachment: Memorandum dated 10/23/14 from Public Works/Parks to BOCC

Action Requested: Approval to remove 4 trees that are dead or dying that pose a threat to the Clinton Library, Park and Ride Lot and general public near the Island County Transit bus kiosk; Estimated cost: \$2800.00.

Follow Up: Okay with full Board.

Subject/Description: Removal and Replacement of Carpeting at Four Springs House

Attachment: Memorandum dated 10/23/14 from Public Works/Parks to BOCC

Action Requested: Approval to remove and replace the carpet at Four Springs House; Estimated cost: \$3300.00.

Follow Up: Okay with full Board.

Solid Waste

Subject/Description: Sherman Biosolids Application Agreement

BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 175 NOVEMBER 5, 2014 – WORK SESSIONS

Attachment: Memorandum dated 10/22/14 from Joantha Guthrie, Solid Waste Manger to BOCC **Action Requested:** Approval of Service Agreement for Beneficial Use of Biosolids from the Whidbey Island Septage Treatment Facility between Island County and Vincent R. Sherman; Contract Term: 5 years

Follow Up: Okay with full Board.

Add-on

Subject/Description: Revisions to TIP/ACP/CIP

Attachments: Annual Construction Program for 2015, Island County 6-Year Transportation Improvement Program, 2015 Proposed Schedule of Capital Expenditures

Action Requested: Bill Oakes briefed the Board on additional funding and revisions to the Annual Construction Program for 2015, Island County 6-Year Transportation Improvement Program and the Island County 6-Year Capital Improvement Program.

Follow up: Okay with full Board to move resolutions forward to a Monday agenda.

Commissioners Agenda Summary Minutes

The County Commissioners met during Work Session on Wednesday, November 5, 2014 at 10:05 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA.

Present were:

County Commissioners: Jill Johnson, Chair Staff: Pam Dill

Helen Price Johnson, Member - via telephone

Aubrey Vaughan, Member

Others Present: Elaine Marlow, Budget Director

Record @ 01:02:30

Subject/Description: Resolution proclaiming the month of November 2014 Pancreatic

Cancer Awareness Month in Island County

Attachments: draft resolution

Action Requested: Approval to move resolution forward to Monday's agenda and place on the

annual reminder list.

Follow up: Okay with full Board.

Subject/Description: Resolution in the matter of amending C-22-03 clarifying who may serve as the HIPAA Security Officer in Island County and correcting a clerical error

Attachments: draft resolution

Action Requested: Approval to move resolution forward to Monday's agenda.

Follow up: Okay with full Board.

Subject/Description: Cancellation of Work Session on 11/19 & 12/10

Attachments: none

Action Requested: The Board approved cancellation of work session on November 19, 2014 &

December 10, 2014.

Follow up: Staff will notify Elected Officials and Department Heads.

BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 176 NOVEMBER 5, 2014 – WORK SESSIONS

Subject/Description: Travel

Attachments: 2.01.073 Travel Expenses

Action Requested: Approval for the Chair to sign out of state travel or travel exceeding three (3)

days for department heads or their staff on behalf of the Board as long as it is within the

departments existing travel budget. **Follow up:** Okay with full Board.

Subject/Description: 2015 2% Hotel-Motel Tax

Attachments: yes

Action Requested: Approval of the 2% Hotel-Motel Lodging Tax Committees

recommendations.

Follow up: Okay with full Board to move forward to a Monday agenda.

Subject/Description: Consider Appointments to the Joint Administration Board (JAB)

Attachments: yes

Action Requested: The Board considered applicants for the Joint Administration Board. **Follow up:** Okay with full Board to move recommendation forward to Monday's agenda.

Subject/Description: Island County Historical Society contract

Attachments: contract & letter dated 9/15/14

Action Requested: Approval of Island County Historical Society Historical Preservation Grant

for collection & preservation of Historical Photographs & Artifacts; Amount: \$5,000.00.

Follow up: Okay with full Board to move forward to a Monday agenda.

Subject/Description: Board Legislative Priorities

Attachments:

Action Requested: Postponed to November 12 Work Session.

Follow up:

Human Resources Summary Minutes

Work Session was held between the County Commissioners and Human Resources on Wednesday, November 5, 2014 at 10:15 a.m., in the Island County Administration Building, Room 116, Coupeville, WA. Present were:

County Commissioners: Jill Johnson, Chair Staff: Pam Dill

Helen Price Johnson, Member - via Telephone

Aubrev Vaughan, Member

Others Present: Elaine Marlow, Budget Director

Record @ 01:13:10

Subject/Description: Job Requisitions

Attachment: yes **Action Requested**:

Public Works

• Truck Driver 1 – Replacement Position – R-11, #081/14

BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 177 NOVEMBER 5, 2014 – WORK SESSIONS

Commissioner Price Johnson moved to approve Job Requisition 081/14. The motion was seconded by Commissioner Vaughan and carried unanimously.

• Laborer 1 – Replacement Position – R-8, #082/14 Commissioner Price Johnson moved to approve Job Requisition #082/14. The motion was seconded by Commissioner Vaughan and carried unanimously.

Budget Director/GSA Summary Minutes

Work Session was held between the County Commissioners and the Budget Director on Wednesday, November 5, 2014, at 10:20 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Jill Johnson, Chair Staff: Pam Dill

Helen Price Johnson, Member – via telephone Aubrey Vaughan, Member

Staff Present: Elaine Marlow, Budget Director

Record @ 01:15:30

Subject/Description: South Whidbey Historical Society request for funding

Attachments: Memo dated 10/28/14 from Elaine Marlow to BOCC/Ltr from South Whidbey Historical Society form Bill Haroldson, President South Whidbey Historical Society

Action Requested: Approval of request from South Whidbey Historical Society for \$3500.00 in historic preservation funds. The funds would be used to:

- 1. Continue the process of digitizing historic photographs and documents to be stored electronically in the state archives (\$1,000)
- 2. Add material to current website (\$1,800)
- 3. Complete walking tour of City of Langley (\$700)

Follow up: Okay with Board to fund 1 & 2 for a total of \$2800.00 and move contract forward to a Monday consent agenda.

Subject/Description: Ordinances authorizing property tax levies to be collected in 2015

Attachment: Memo dated 10/21/14 from Elaine Marlow, to BOCC

Action Requested: The 2015 Budget as adopted includes a 1% increase plus the value of new construction and refunds in budgets for County Current Expense and County Road levies. The Board was unable to reach consensus on the Conservation Futures levy. Possible options include:

- 1% increase along with increases for new construction and refunds
- 1% increase only
- Increases only for new construction and refunds
- Levying a specific amount
- No increase
- Establish priorities for 2015
- No levy

BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 178 NOVEMBER 5, 2014 – WORK SESSIONS

The Board agreed to keep the levy rate for Conservation Futures at the same rate as last year, and any revenues resulting from the addition of new construction.

Follow up: Okay with full Board to schedule ordinances authorizing property tax levies to be collected in 2015 for public hearing on November 24th. The Board will discuss conservation futures spending priorities for 2015 at the November 12 work session.

Subject/Description: Discussion regarding Conservation Futures Fund Update

Attachments: Memo dated 10/9/14 from Don Mason, to BOCC

Action Requested: Postponed.

Planning & Community Development Summary Minutes

Work Session was held between the County Commissioners and the Planning Department on Wednesday, November 5, 2014 at 10:45 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Jill Johnson, Chair Staff: Pam Dill

Helen Price Johnson, Member – via telephone

Aubrey Vaughan, Member

Staff Present: David Wechner, Director, Paula Bradshaw, Brad Johnson, Will Simpson, Amanda Almgren

Others Present: Elaine Marlow, Budget Director

Record @01:33

Subject/Description: Planning Commission Meetings/Hearings

Attachment: yes

Discussion: At the roundtable meeting in October, moving the Board's meetings from Monday to Tuesday was discussed. One of the issues that came up was the fact that the Planning Commission meets in the Commissioner's Hearing Room on Tuesday's.

David Wechner will poll the Planning Commission members about the possibility of meeting on Thursdays as well as conducting evening meetings.

Subject/Description: Buildable Lands Analysis

Attachment: Memo dated 10/28/14 from ICPD to BOCC/PowerPoint Presentation

Information: Brad Johnson and Amanda Almgren presented the initial results of the Buildable

Lands Analysis in support of the 2016 Comprehensive Plan update.

Subject/Description: Countywide Planning Policies

Attachment: PowerPoint Presentation/draft County Wide Planning Policies

Information: Will Simpson presented a review of the draft Countywide Planning Policies and

recommended policy revisions.

Subject/Description: Fee Schedule

Attachment: draft fee schedule

Action Requested: Approval of proposed amendments to Fee Schedule for the 2015 Fiscal Year,

effective January 1, 2015.

BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 179 NOVEMBER 5, 2014 – WORK SESSIONS

Follow up: Okay with full Board.

	BOARD OF COUNTY COMMISSIONERS ISLAND COUNTY, WASHINGTON
	Jill Johnson, Chair
	Helen Price Johnson, Member
	Aubrey Vaughan, Member
ATTEST:	
ATTEST.	
Debbie Thompson, Clerk of the Board	